



JBR
ARCHITECTURE COLLEGE
HYDERABAD

CIRCULAR

Date: 14/08/18

All the Faculty members are requested to attend the Academic Review Meeting, which will be held on 18/08/2018 at 2:00 PM with following agenda.

Agenda of the Meeting

1. Preparedness of Studio, labs, class rooms as we shifted to new building.
2. Subjects and Studio –In charge allocations for the new sessions.
3. Identification of Add on courses.
4. Preparation of Academic and event calendar.
5. Planning of Practical Training, site visit, tours and trips as part of Academics.
6. Feedback Analysis of various stakeholders and necessary actions to be taken.
7. Any other points for Discussions.

M. Anita Padar

Principal
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Moinabad (M), R.R. Dist-500 075. T.S

Cc: Committee members, IQAC, Admin.



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Academic Review Meeting for New Session (2018-2019)

MINUTES OF MEETING

FACULTY MEETING

Date: 18/08/2018

Time: 2.00PM – 4.00PM

Location: Auditorium

Attendees:

S.No	Name of the Faculty Members	Designation
1	Ar. J.Gayatri	Director
2	Mr. Brahma RoutaChandraSekhar	Professor
3	Ar. V. Manirmai	Associate Professor
4	Ar. Aparna	Associate Professor
5	Ar. Monika Yadav	Asst Prof
6	Er. Venkatesh	Asst Prof
7	Ar. Meghana	Asst Prof
8	Ar. MounikaSai	Asst Prof
9	Ar. Esther	Asst Prof
10	Ar. Mohammed ZahidMohiuddin	Asst Prof
11	Ar. MeghanaChettipelli	Asst Prof
12	Ar. Lakshmi Madhurya	Asst Prof

Minutes:

The meeting commenced at 2:00 pm, chaired by ArGayatri. The Chairperson initiated the discussion for the upcoming sessions which will start from 27th August 2018 to the faculty members.

Agenda 1: Preparedness of Studio, labs, class rooms as we shifted to new building.

- a) Mr. Mohammed ZahidMohiuddin is allotted as Facilities Manager; he provided updates on the preparedness of studios, labs, and classrooms. All the washrooms and water supply to be checked and pending construction should be completed by first week of October.



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Agenda 2:

- a) Subjects and Studio –In charge allocations for the new sessions, following faculty members are:

1st Year - Ar Esther&Ar Monika Yadavfor Section A&B,2nd Year - ArMounicaSai,3rd year - Ms. Lakshmi Madhurya, 4th year - Ms. MeghanaChettipelli, 5thyear-ArAparna and M.Arch ED- ArMonikaSai.

Agenda 3:Identification of Add on courses.

- a) Er. Venkateshis allotted as the Add-on Courses Coordinator. He has to finalize relevant add-on courses, Softwareswhich are not in the curriculum.

Agenda 4: Preparation of Academic and event calendar.

- a) Ar. Mounika Sai is allotted as the Time – Table and Academic Calendar Coordinator. She has to prepare time-table, Academic calendar and event calendar including cocurricular activities.

Agenda 5: Planning of Practical Training, site visit, tours and trips as part of Academics.

- a) Ar. Aparna Bhattacharya is allotted as the Academic Tours Coordinator; she had presented outlined plans for site visits, tours, and academic trips. The committee discussed possible destinations and Studio Design Projects.

Agenda 6:

- a) Mr. Brahma RoutaChandra Sekharis allotted as the Stakeholder Relations Manager, he presented Feedback Analysis of various stakeholders, suggestion and Action Plan:

Action Proposed:

S.No	Stake Holders	Feedback	Action Proposed
1	Students	Introduce to latest CAD courses and advanced courses need to be included to get better career opportunities.	In Add –on and elective courses, updated software will be conducting this semester
2	Faculty	Proposed to increase number of practical oriented courses. Recommended to have more site visit programmes.	Site visits are made mandatory for all the students to promote experiential learning, Some FDP, TTP suggested for faculty



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			members.
3	Alumni	Expressed satisfaction on the content of curriculum and felt that subjects of latest technologies may improve career opportunities.	Some Software courses suggested in feedback form that we can carry forward for this semester.
4	Employers	Advised to encourage participative learning and team work. Suggested to have more practical training in the emerging Architecture related Softwares.	Updated Architectural Softwares are suggested for Add-on courses. Suggested to conduct more seminars.

The committee reviewed the feedback and identified areas for improvement. Necessary actions were outlined, and responsible parties were assigned to address the feedback.

The meeting concluded at 3:45pm with action items and deadlines assigned for each agenda point.

Mpunita Yadav
Principal

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Approved By Council of Architecture (COA), New Delhi & Affiliated to Jawaharlal Nehru
Architecture and Fine Arts University, Masab Tank, Hyderabad.

FEEDBACK ANALYSIS AND ACTION TAKEN REPORT

Academic Year 2018-19

Suggestions/Recommendations from Stake holders:

Students felt that latest CAD courses and advanced courses need to be included to get better career opportunities.

Faculty proposed to increase number of practical oriented courses. Recommended to have more site visit programmes.

Alumni expressed satisfaction on the content of curriculum and felt that subjects of latest technologies may improve career opportunities.

Employers advised to encourage participative learning and team work. Suggested to have more practical training in the emerging Architecture related Softwares.

Action taken:

- Suggestions/recommendations based on stakeholders' feedback are sent to affiliating university for their consideration and approval for upcoming revision of syllabus.
- **Essentials of Excel, Word, Power point, Communication Skills for Architects, Traditional Painting methods, Personal and Professional ethics and Vastushastra** Mastering were offered as Add on courses to enhance life skills and architectural skills.
- To promote the participative learning, students are encouraged to do group projects in Architectural Design Studio courses.
- Site visits are made mandatory for all the students to promote experiential learning.
- **Seminar on Sustainable water Resource Management to meet City demands by FTCCI, Hyderabad** was organized.
- Seminar on '**Architectural Profession- changing Paradigms of Practice** by **Ar. Vijay Garg, President, COA** was organized by JBR Architecture College.
- Yoga Day, Environment Day, World Rivers Day, Heritage walk celebrations were done
- To promote extracurricular activities, Sports Day, Ethnic Day and Annual Day were organized.



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